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## Public Meeting Notice

### West Central Wisconsin Regional Planning Commission (WCWRPC)

10:00 a.m., Thursday, November 9<sup>th</sup>, 2023

Dunn County Government Center

3001 Highway 12 East, Menomonie, WI

Room 54, Lower Level (Follow Signs to Public Meetings)

### Agenda

1. **Call to Order** – Chair Louie Okey
2. **Welcome and Introduction of Commissioners and Guests** – Okey
3. **Welcome and Introduction of New Staff Member** – Assistant Planner Emily Huerta – Okey
4. **Review and Approve Minutes of September 14, 2023, Commission Meeting** – Okey
5. **Review and Approve Disbursements** – Okey
6. **City of Abbotsford Comprehensive Plan Update Agreement** – Executive Director Allen/Okey  
*Background: The City of Abbotsford is requesting assistance with the completion of an update to the City of Abbotsford Year 2025 Comprehensive Plan, Clark County, WI*  
*Potential Action: Review and approve the agreement.*
7. **Eau Claire County All Hazard Mitigation Plan Update Agreement** – Allen/Okey  
*Background: Eau Claire County is requesting assistance in updating the Eau Claire County All Hazard Mitigation Plan. Work activities to be completed will comply with requirements identified in the regulation checklist of the FEMA Local Mitigation Plan Review Tool and will assist the county in maintaining FEMA mitigation grant eligibility.*  
*Potential Action: Review and approve agreement.*
8. **Rain to Rivers of Western Wisconsin, Inc. Outreach Coordinator Agreement** – Allen/Okey  
*Background: Rain to Rivers of Western Wisconsin, Inc. is seeking to contract with WCWRPC for 2024 staffing to fill the Storm Water Outreach Coordinator position. The position will assist with public education and outreach activities related to Municipal Separate Storm Sewer System*

#### West Central Wisconsin Regional Planning Commission

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(MS4) Permits required under the Clean Water Act. Members of Rain to Rivers include: Chippewa and Eau Claire Counties; Cities of Altoona, Chippewa Falls, Eau Claire, Hudson, Menomonie, New Richmond, Rice Lake, and River Falls; Towns of Eagle Point, Lafayette, and Washington; Village of Lake Hallie; UW-Stout and UW-River Falls. Similar staffing was provided to Rain to Rivers from 2016-2023.

Potential Action: Review and approve the agreement.

**9. Resolution Approving Updates to the WCWRPC Title VI Plan, Language Assistance Plan, and Public Participation Plan – Allen/Okey**

Background: Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in any program or activity receiving federal financial assistance. There is a federal mandate that Title VI requirements apply to all programs and activities of federal-aid recipients. Taken together, these laws require recipients and subrecipients of federal funds to ensure all programs and services are delivered to the public without discrimination. The WCWRPC is required to update its Title VI Plan and Public Participation Plan every three years. The plans explain how the WCWRPC incorporates the requirements of Title VI and related legal authorities into its operations. The plans will be used as a reference for the WCWRPC and an informational resource for the public. The plans will continue to be updated every three years to reflect changes in Title VI compliance operations.

Potential Action: Review updated documents and approve Resolution.

**10. Resolution Adopting the 2023 Comprehensive Economic Development Strategy (CEDS) Annual Report – Associate Planner Craig Johnson/Allen/Okey**

Background: As a requirement of WCWRPC receiving planning grant funds from the federal Economic Development Administration (EDA), submittal of a CEDS Annual Report is required. The report is a summary of 2023 completed activities and considers economic changes occurring in the region.

Potential Action: Review and approve resolution.

**11. Update to WCWRPC Employee Handbook to Add a Remote Work Policy – Vice-Chair Frank/Allen/Okey**

Background: Since the conclusion of temporary work-from-home (remote work) arrangements during the Covid-19 pandemic, WCWRPC staff have been working remotely on rare occasions and only with an unwritten, incidental, case-by-case approach. In order to promote a consistent and equitable, yet flexible, work environment, staff are seeking a more formal Remote Work Policy. The Executive Committee reviewed and discussed a draft policy at their meeting of October 12, 2023. Vice-Chair Frank and Director Allen were tasked with revising the draft for this meeting.

Potential Action: Review and potentially approve a modification to the Employee Handbook to adopt a Remote Work Policy.

**12. Staff Presentation on Safe Routes to School (SRTS) Project Updates and New Traffic Calming Pop-Up Program – Associate Planner Hailee Bushman**

Background: WCW SRTS continues to implement and push safe routes to school efforts in our region through various programs and projects. WCWRPC Safe Routes to School has recently purchased materials to conduct tactical urbanism/pop-up traffic calming projects in our region. This was funded through the National Highway Traffic Safety Administration. Materials such as

*cones (60), delineators (60), planters (8), and stencils (bike, pedestrian, etc.) can be used to set up temporary bump-outs, roundabouts, bike lanes, and other traffic calming measures.*

*Potential Action: Informational only.*

**13. Director's Report – Allen**

*Background: Allen will provide an update on project, budget, and staffing activities.*

*Potential Action: Informational only.*

**14. Next Executive Committee Meeting Date – Thursday, December 7th, 2023 –  
Banbury Place-Suite H, Eau Claire, WI**

**15. Next Commission Meeting Date – Thursday, January 11th, 2024 – TBD**

**16. Adjournment – Okey**

**ATTENTION COMMISSIONERS: If you are unable to attend, please contact Erin Whyte at 715-836-2918 or [ewhyte@wcvrpc.org](mailto:ewhyte@wcvrpc.org) as counts are needed for quorum and lunch purposes.**